



CHARLOTTE-MECKLENBURG POLICE DEPARTMENT

~PASSENGER VEHICLES for HIRE UNIT~

VEHICLE OPERATING PERMIT APPLICATION

Company Owner or Representative must schedule the appointment. Submit a completed application and the following payments and enclosures. **Incomplete Applications, Documents or Enclosures will not be accepted. (Cash, Money Order or Company Check ONLY)**

1. **\$95 Vehicle Operating Permit Fee (New or Renewal) or \$125 Transfer Vehicle Operating Permit Fee (Transfer vehicle to another company) or To Replace a Decal/VOP card is \$45 Non-refundable**
2. **Proof of Ownership** Registration, Title, or Bill of Sale. **FOR NEW TAXI ONLY** in order to receive an MVR314 form for DMV.
3. **Vehicle Operating Permit Application** Completed and signed by all vehicle owner(s) and company operating certificate holder. **Document cannot be over 30 days old.**
4. **Certificate of Liability Insurance** This should reflect the policy number, insurance coverage's, year/make/model, and vehicle identification number (VIN) of your vehicle. **The PVH Office address must be listed as the "Certificate Holder". Document cannot be over 30 days old.**
5. **Current Vehicle Registration**
6. **City of Charlotte Taxicab Privilege License** Tax office is located at 700 North Tryon Street, Charlotte, NC (704) 336-6315. **For Taxi ONLY.**
7. Any vehicle owner/co-owner (that is not already a permitted driver) must complete and submit the New Vehicle Owner (New Driver) application and required documents to be approved prior to getting a vehicle permitted.
8. A Certified copy of Articles, Bylaws, or Operating Agreement **(If vehicle is owned by a Business Enterprise).**

The PVH office will review your application and conduct a background investigation. Your application will then be approved or denied. If your application is denied, you will also receive a written notification of denial. Vehicle Operating permits must be renewed annually and can be renewed 30 days prior to expiration.

Copies of this checklist, all applications and enclosures are available online at:

<http://charmec.org/city/charlotte/CMPD/response-areas/SpecialEvents/TaxiandPassengerVehiclesforHire/Pages/default.aspx>

The Passenger Vehicle for Hire Office conducts all business by appointment **ONLY**:

Monday through Thursday, 8:00 AM -11:00 AM, and 1:00 PM - 4:00 PM.

Friday, 8:00 AM -11:00 AM

AJ Weckenman 704-432-5132; Dee Wallace 704-432-5130; Jay Mitchell 704-432-5139; KimAnnette Smith 704-432-5140

(Rev. 07/2017)



CHARLOTTE-MECKLENBURG POLICE DEPARTMENT

~PASSENGER VEHICLES for HIRE UNIT~

VEHICLE OPERATING PERMIT APPLICATION

VEHICLE OWNER:			Driver License No. & State (If not company owned):		Birth Date (If not company owned):		Date:	
Owner's Street Address:				City:		State:		Zip:
Work Telephone:				Mobile Telephone:				
COMPANY AFFILIATION:						Company Telephone Number:		
Application Type								
Check All That Apply:		<input type="checkbox"/> New <input type="checkbox"/> Renewal <input type="checkbox"/> Transfer		<input type="checkbox"/> Sole Proprietorship <input type="checkbox"/> Partnership <input type="checkbox"/> Association <input type="checkbox"/> Corporation			<input type="checkbox"/> Metered <input type="checkbox"/> Non-Metered	
Notes: Operation of a passenger vehicle for hire in the City of Charlotte is governed by Chapter 22 of the Charlotte City Code. Applicants shall read and understand all requirements contained in Chapter 22 prior to applying for a vehicle operating permit. All applications for a Vehicle Operating Permit are to be submitted by the Vehicle Owner and the Company Operating Certificate Holder.								
Vehicle Information								
Vehicle Year	Vehicle Make	Vehicle Model	VIN (Vehicle Identification Number)		Comp. Assigned Vehicle #	Tag Number / State	Capacity (# of seat belts)	
Secondary Vehicle Owner Information (If not company owned):								
Name:			Street Address:			State:	Zip:	Phone:
Certification and Company Authorization								
We, the undersigned applicant and company owner/representative, certify that we submit this application in accordance with the provisions reflected in Chapter 22 of the Charlotte Code, the "Passenger Vehicles for Hire" ordinance. All information submitted in the application is neither false nor misleading and we understand that submitting, or causing to be submitted, false or misleading information is unlawful and shall be grounds for denial of an application. We are currently in compliance and will continue to comply with all requirements contained in the Passenger Vehicle for Hire Ordinance.								
VEHICLE OWNER (1)					VEHICLE OWNER (2)			
Print Name: _____					Print Name: _____			
Signature: _____ Date: _____					Signature: _____ Date: _____			
COMPANY OWNER/REPRESENTATIVE								
Print Name: _____					Signature: _____ Date: _____			